



## JOB ANNOUNCEMENT

### Managing Attorney (Full-Time Position)

Inner City Law Center (ICLC) is a nonprofit law firm on Skid Row. We are looking for extraordinary people to help us end homelessness in Los Angeles. Founded on the fundamental principle that every person should always be treated with dignity and respect, ICLC fights for justice for low-income tenants, working-poor families, people who are disabled or homeless, people living with HIV/AIDS, and homeless veterans. Over the next six months, we will add about a dozen talented and diverse lawyers, paralegals, and other staff to our team so that we can serve far more people.

**Position Description:** ICLC seeks an experienced, dynamic, and creative Managing Attorney to provide leadership support to project managers of three major programs housed at our Downtown Los Angeles Office. The Managing Attorney is a new position that reports directly to the Chief Counsel and Director of Legal Services. The Managing Attorney supervises the managers of the following projects (which collectively have 29 staff):

- ICLC's Tenant Defense Project (previously named Homelessness Prevention Project) focuses on eviction defense litigation on behalf of vulnerable, low-income tenants.
- ICLC's Benefits Advocacy Program provides legal technical assistance and hearing representation to Los Angeles County's CBEST (Countywide Benefits Entitlements Services) program. CBEST is an innovative county-wide project that assists individuals who are homeless with gaining access to critical disability-based benefits.
- ICLC's Lawyers Preventing and Ending Homelessness Project is an exciting new project to create and implement best practices in ending and preventing homelessness. ICLC is leading a collaboration of seven legal services organizations that are partnering with traditional homeless services providers within L.A. County's Coordinated Entry System. This whatever-it-takes effort to end and prevent homelessness will be the first time that comprehensive legal services will be fully integrated into the Coordinated Entry System.

The Managing Attorney collaborates with the Director of Legal Services and other senior staff to:

- Support program managers with developing and managing budgets, defining expectations, ensuring accurate case management, record-keeping and reporting of results and client outcomes, as well as developing and retaining high-performing staff.
- Ensure high quality, culturally-conscious and client-centered legal representation consistent with ICLC's values, vision, and strategic goals.
- Promote a healthy work environment that encourages professional development, open communication, and accountability.
- Identify and pursue funding and partnership opportunities in collaboration, including helping to develop relationships with pro bono counsel at some of the highest-profile law firms in the city and serving as ICLC's ambassador to community organizations and government agencies.
- Promote policy changes to reduce systemic barriers to safe and affordable housing.
- Perform other duties as needed.

**Hiring Criteria:** Required: Commitment to ICLC's mission and values. At least ten years experience as a practicing attorney. Demonstrated ability to supervise, motivate, and lead teams. Innovative and solution-oriented. Excellent oral and written communication skills. Ability to interact with a wide range of people in a kind and professional manner. Demonstrated understanding of issues affecting low-income communities and communities of color. Membership in the California Bar or another State Bar is required.

**Compensation:** Salary commensurate with qualifications and experience. Excellent benefits.

**How to Apply:** Cover letters and resumes are reviewed upon receipt and applications will be accepted until the position is filled. To apply, please email your resume, cover letter detailing interest in the position, and three references to Ketayma Stewart, Hiring Consultant at [careers@innercitylaw.org](mailto:careers@innercitylaw.org).

*ICLC is an equal opportunity employer and all qualified applicants will receive consideration without regard to their race, religion, ancestry, national origin, sex, sexual orientation, gender identity, transgender status, age, disability, marital status, or medical condition. All qualified applicants with criminal histories shall be considered in a manner consistent with the requirements of the Los Angeles Fair Chance Initiative for Hiring.*